

1 - CALL TO ORDER - WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at Port Costa School at 7:00 PM by CCF Chairperson Emma Sutton. Board members Dean Kelch, Mike Kirker and Erin Mullen-Brosnan were present. Danielle Fugere, Robert Muzinich and James Easterday were absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance were: Pam Adler, Norma Black, Thomas Conklin, Jerry Epperson, Geoff Gyirgwin, Greg Ockander, Karen Peterson, Kent Peterson, Dan Robertson, Dee Stewart, and Lewis Stewart.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Kent Peterson reported that tools and supplies have been purchased and that the weed abatement at the bridgehead has started.

Kent also announced that the engineering project is complete at the Memorial Hall and is now working with the architect on the design. Kent informed the Board that the CSD would be coming to the CCF for a grant in September. Emma Sutton reminded Kent that there should be a letter submitted a year in advance for projects over \$100,000.

Emma reported that the CCF would be having their election in December, and that there are four vacant seats. Petitions were available at the sign-in table, online and by phone request at the CCF office.

3 - CONSIDER MICROGRANT APPROVAL

The Crockett Recreation Department is requesting a microgrant in the amount of \$1,000 to purchase a merchandiser for the pool. Dean Kelch made a motion to make a grant to the Crockett Recreation Department in the amount \$1,000. Erin Mullen-Brosnan seconded the motion, and the motion carried with 3 ayes and Mike Kirker abstaining.

4 - FUNDRAISING ASSISTANCE APPROVAL AND PREAPPROVAL

Erin Mullen-Brosnan made a motion to approve the following fundraising assistance deposits, with the following conditions: The Crockett Swim Team must provide receipts; the Model Railroad Society must provide a narrative with more details on their event. Mike Kirker seconded the motion, and the motion carried unanimously.

Organization: John Swett Athletic Boosters
Event: Dinner Dance
Amount: \$2,356.53

Organization: Crockett Women's Association
Event: Pampered Chef Sales
Amount: \$962.74

Organization: CREEC
Event: Spring Plant Sale
Amount: \$2169.48

Organization: Crockett Swim Team
Event: Pizza Card Sales
Amount: \$3,780.00

Organization: Crockett Swim Team
Event: See's Candy Sales
Amount: \$1,804.50

Organization: Carquinez Model Railroad Society
Event: Town Wide Sale and Show
Amount: \$2,623.23

The Crockett Improvement Association is requesting that they be placed on the fundraising calendar for their July paint-out. Erin Mullen-Brosnan made a motion to approve the Crockett Improvement Association for the July fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

The Port Costa Conservation Society is requesting that they be placed on the fundraising calendar for their Sugar Town Festival booth. Dean Kelch made a motion to approve Port Costa Conservation Society for the July fundraising calendar. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

5 - DISCUSS AND DETERMINE GRANT PACKAGE

After a lengthy discussion on grant funding, Dean Kelch made a motion to approve a grant to the Crockett Recreation Department in the amount of \$9,300 for community entertainment. Erin Mullen-Brosnan seconded the motion, and the motion carried with 3 ayes, and Mike Kirker abstaining.

Dean Kelch made a motion to approve a grant to the Crockett Bocce League in the amount of \$9,650 for bocce court repairs. Erin Mullen Brosnan seconded the motion, and the motion carried with 3 ayes and Mike Kirker abstaining.

Erin Mullen-Brosnan made a motion to approve a grant to the Crockett Chamber in the amount of \$6,000 for the Sugartown Festival. Dean Kelch seconded the motion, and the motion carried unanimously.

Mike Kirker made a motion to approve a grant to the Port Costa Conservation Society in the amount of \$60,000 for the installation of sprinklers at the Port Costa School (\$10,000 to come out of our regular grant fund and \$50,000 to come out of the capital grant fund). Dean Kelch seconded the motion, and the motion carried unanimously.

6 - CONFLICT OF INTEREST

Dean Kelch reported that the Rules and Regulations committee has submitted a draft of a new conflict of interest policy, and that the committee also has a draft of a procurement policy, which Dean will provide for discussion at the next CCF Board meeting.

7 - TREASURER'S REPORT

Erin Mullen-Brosnan presented the Treasurer's report for April. Net income for April was \$233,324.14, expenses were \$2,801.40 and distributions were \$3,800. Total Liabilities & Equity was \$429,170.69. Mike Kirker made a motion to approve the Treasurer's report. Dean Kelch seconded the motion, and the motion carried unanimously.

8 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Jeanne Owens reported on correspondence received in May. Jeanne also presented minutes from the May Board meeting. Erin Mullen-Brosnan made a motion to approve the Secretary's report. Dean Kelch seconded the motion, and the motion carried unanimously.

9 - JULY MEETING SCHEDULE

It was the consensus of the Board to skip the July meeting.

10 - COMMITTEE REPORTS

The Rules & Regulations committee and Fundraising Committee met in May. Erin-Mullen Brosnan reported that the newsletter would be completed in July, and that help would be needed to fold, stuff and label.

11 - FUTURE AGENDA ITEMS

Approve draft of conflict of Interest policy; approve draft of procurement policy.

12 - BOARD AND PUBLIC COMMENT

Dan Robertson asked if contact had been made with C&H with regard to funding. Emma reported that she would follow up and try to schedule a meeting with them.

13- ADJOURNMENT TO AUGUST 2, 2012.

Emma Sutton adjourned the meeting at 8:45 PM until August 2, 2012.

Respectfully submitted,

Jeanne Owens
Office Secretary